



## Cemetery Commission Meeting Minutes

**Meeting Date:** Thursday, September 28, 2017, 4:30 pm

**Commissioners Present:** Rita Church, Allison Curran, Lainey Rappaport, Francis (Tag) Taginski

**Staff Present:** Annie D’Alton, Cemetery Office Assistant

**Public Present:** None

**Attachments:** 7.17.17 email from Nina Safavi re Chapel Handicap Access  
Estimate for Section 6 survey from ParkArchitecture  
The Meadows Burial Protocols re Green Burials  
7.26.17 email from Nina Safavi re Green Burials  
8.22.17 email from Allison Curran, re Green Burials  
7.25 email from Tag Taginski re Green Burials, Storm Water concerns  
7.19.17 Seven Days article on Green Burials  
8.15.17 email from Jeff Shedd re Cemetery maintenance needs  
8.15.17 email from Nina Safavi changing impact fee  
Cemetery Budget Performance Report, FY17  
Cemetery Fee Schedule, effective October 1, 2017  
8.18.17 email from Preservation Burlington re October Tour

Mtg. was started at 4:32 by Co-Chair Allison Curran

### I. Approval of Agenda

A. Tag Taginski moved to approve; Lainey Rappaport seconded; all approved.

### II. Approval of Minutes from July 15, 2017 Meeting

A. Rappaport moved to approve; Rita Church seconded; all approved.

### III. Old Business

- A. Cambrian Rise storm water easement proposal follow-up
1. Nina Safavi said Parks is still negotiating with Cambrian Rise developers about this proposed project. Taginski will look into this.
  2. Taginski spoke with Eric Farrell, Cambrian Rise developer, and Tom Little, chair of the Act 250 Committee involved with the Cambrian Rise development, to express concern about storm water runoff affecting Lakeview Cemetery. The Commissioners decided to write a letter to Farrell, introducing themselves—Taginski will do this.
- B. List of stones repaired at Greenmount May 20, 2017: Curran contacted Donna Waldron and found that no one had made a list. This will be done if & when future repair sessions are scheduled.



- C. Signage for no dogs, and Greenmount open sunrise to sunset. The Commissioners expressed dismay at the delay (years) in getting this done. Rappaport suggested asking Parks to get no dogs signs like those used at Cambrian Rise (she showed a photo). Curran will propose this to the new Parks Director, Cindi Wight.
- D. Chapel repairs: Annie D'Alton reported that a carpenter who had worked on the Chapel restoration was consulted, and Parks repaired the exterior cornice on the southeast corner. There is no need to look into getting a damage assessment done.
- E. Chapel insurance: is City not responsible for interior repairs, as indicated by Friends of Lakeview via Rita Church? D'Alton will ask Jason Gow at Clerk's Office (*Done 10.03.17*).
- F. Chapel Handicap Access Follow-up: Nina Safavi said she'd look into it. Curran will ask Wight if we can purchase one. D'Alton noted that this is not a legal problem, because the brochure indicates that the Chapel is not wheelchair-accessible.
- G. Status of Section 6:
  - 1. D'Alton reported that to his knowledge, Shedd said the ground has not been tested for drainage adequate for burials. Plan needs to be reviewed to be sure it's maintenance-friendly, and provides a variety of options.
  - 2. Lakeview Cemetery has no more standard-price single-grave lots on which a monument is allowed; the only standard-price lots where a monument is allowed are 2-grave lots in Section 5 and 8-grave lots in the New North Outline; the only single-grave lots on which a monument is allowed are in Oak Annex (higher price); other available lots have marker restrictions (18" height max., or flat only), and some are cremains only.
  - 3. Taginski viewed the area with D'Alton who gave him a copy of the layout, consulted with Shedd & Steve Bachand for design feedback, and asked a friend, Paul Simon of ParkArchitecture, to give an estimate for surveying & pinning: \$9,000. He also spoke with John Bossange, who suggested the Commission submit a proposal to Penny for Parks for the development of Section 6.
  - 4. Taginski suggested an ideas for altering the existing plan: Add an area for cremains like that which he'd seen in Florida (showed photo). These offer space-efficient lots with engraved bronze covers, which fulfill a prevalent desire for marking the exact location of cremains burial. Install a central, triangular bench in this cremains area.
- H. Green Burials: Curran visited Green Mount Cemetery in Montpelier and spoke with Patrick Healy—they are still working on development of protocols and space designation. To create a Green Burial area at Lakeview, the City's Cemetery Ordinance would need to be changed to include provisions for green burials, and a space in the cemetery chosen where heavy equipment would not be used.

#### IV. New Business

- A. Curran suggested delaying presentation to City Council until after Burlington Telecom issues resolved. She will write up a description of the presentation material.
- B. Setting Commission Goals & Timelines: Taginski noted that Curran's list from IV.A. could be used as a template. Taginski asked if CEDO's staff would be available to write grant proposals.



- C. Capital spending for FY18: D'Alton gave Taginski copy of assessment done by Martha Keenan. Current maintenance issues: Rappaport reported that the roads in Greenmount are so rutted she will not take her car there again. Taginski said they need regrading, not just filling. Also, railing at Lakeview Office needs to be repaired. D'Alton noted this had been reported, as well as the need for a wider opening (larger people had complained), but nothing has been done. Commission asked D'Alton to submit work orders via FacilityDude. *(Done 10.03.17)*

**V. Superintendent's Items**

- A. None submitted, Superintendent not present.
- B. Curran questioned Safavi's authority to change the impact fee without consulting the Commission. Taginski noted that Parks has authority to set fees charged in Parks. Also, the Commission had asked Jesse Bridges what the fee was that is charged in Parks, and he said \$5, but actually the fee is at the \$1 or \$2 level Safavi had chosen.

**VI. Commissioner's Items**

- A. Monument repair collaboration at Barber Cemetery: Curran proposed the Commission is too busy to take this on at present, all agreed.
- B. D'Alton proposed waiting until Cindi Wight gets established and new City Treasurer is hired, then request a meeting with them and Jason Gow to discuss importance of increasing Perpetual Care Fund. Taginski noted that changing the percentage split of lot sale revenue from 55% to Perpetual Care and 45% to the Cemetery budget to 5%/95% was very short-sighted. Commissioners agreed that a higher percentage should be contributed to the Perpetual Care fund, and this will be put into effect after FY18.

**VII. Office Report**

- A. D'Alton reviewed the FY17 Budget Performance Report.
- B. New Fee Schedule to go into effect October 1, 2017 has been posted on the Parks web site and sent to Funeral Homes & Monument Dealers.
- C. Preservation Burlington is collaborating with the Friends of Lakeview Cemetery for their October tour, so possibly they will not fall into the category of organizations that need to share any donations with the Cemetery.

**VIII. Adjournment**

- A. Next meeting: Thursday, November 16, 4:30 pm.
- B. At 6:13 Rappaport moved to adjourn, Church seconded, all in favor.